

MEETING MINUTES
PUBLIC SERVICES COUNCIL COMMITTEE
Monday, December 5, 2016
City Hall Training Room – West Des Moines

In Attendance:

Deputy City Manager- Jamie Letzring
Council Member – Rick Messerschmidt
Council Member – Kevin Trevillyan
Finance Director – Tim Stiles
Assistant City Attorney – Greta Truman
Principal Engineer-Traffic – Jim Dickinson

Director, Public Services – Bret Hodne
Deputy Director, Public Services –Joe Cory
Interim Parks & Rec Director – Sally Ortgies
Communication Specialist – Lucinda Stephenson
Principal Engineer – Jason Schlickbernd

Meeting called to order at 11:33 am.

1. 1. Coachlight Drive Parking

Issue Summary: Deputy Public Services Director, Joe Cory gave a brief summary of the item. He said 101 letters were sent out and with 16 responses. Only 1 was in favor of parking and 15 to leave the current “No Parking” signs in place. Matt McKinney, 385, S. 83rd Street, one of three board members who spoke on behalf of the homeowners association stated that their association was also in favor of leaving the “No Parking” signs in place. Discussion followed regarding the homeowner association’s covenant and the restrictive nature of some of the parked vehicle language. Mr. McKinney said he would be glad review the covenant language and send a response document back to the City on how the homeowners association may interpret or edit the covenant.

Direction: The City will leave the No Parking in place and wait for the document from Mr. McKinney to see how the covenant is going to be interpreted or edited in the future.

2. Raccoon River Bank Stabilization

Issue Summary: Principal Engineer, Jason Schlickbernd gave a brief summary of the item. Jason said the City has hired Olsson & Associates to assess the streambank erosion/instability issue that is taking place on the Raccoon River approximately 2.25 miles west of South 88th & Raccoon River Drive. The streambank erosion could potentially threaten Raccoon River Drive in the future if nothing is done to remediate. Olsson formulated the following 4 options:

1. Windrow Riprap Revetment ~ \$0.75M
2. Bendway Weirs ~ \$1.0M
3. Partial Bank Riprap with Vegetation ~ \$1.4M
4. Full Bank Riprap ~ \$2.0M

Jason said regardless of the option that is approved, it will have to also be approved by the Army Corp of Engineers. There may also be a need to obtain temporary easements from the adjacent property owners to gain access to perform any associated work. Discussion followed.

Direction: The Sub-Committee recommends option #3, but would like updates as the project moves forward.

3. 3. Fence on Fairmeadows Park Storm Sewer Improvements

Issue Summary: Principal Engineer Jason Schlickbernd gave a brief summary of the issue.

A black chain link fence has been installed nearest the inlet and outlet of the new 84-inch storm sewer at Fairmeadows Park per the approved construction drawings. Jason said a request was made to install an additional 160 ft. of black chain link fence with a 10 ft. double gate along the north right-of-way line, similar to what existed prior to this project. An estimate was obtained in the amount of \$6,219. The original chain link fence was not replaced as part of the project, because the embankment slope was modified and did not necessarily warrant the installation. Discussion followed.

Direction: Councilman Trevillyan approved the fence. Councilman Messerschmidt wanted to visit the site before making a final recommendation, which he did after the meeting, and responded via email that he approved that the City install the fence.

4. City Tree ROW Maintenance Ordinance Updates

Issue Summary: Public Services Director Bret Hodne gave a brief summary of the issue.

Based on previous approval from the F&A Sub-Committee the City has purchased a boom truck to trim trees in the ROW for clearance and height. The ordinance language amendment reflects the change in process where trees in City ROW will now be maintained by City staff in Public Services. Trees planted in the ROW are owned by the City by state law.

5. Review of Public Services Items for Council Meeting (December 12, 2016)

- a) Approval to Sell Surplus City Equipment.
- b) Approval of Traffic Code Amendment – Official Traffic controls – Jordan Creek Parkway and 850 feet south of EP True Parkway, 2nd, 3rd Reading and final Adoption.
- c) Order Construction:
 - 1. 2016 Intake Repair Program
 - 2. 139 6th Street ITS Remodel
 - 3. Quail Park Chanel Repair
- d) Accept Work:
 - 1. Jordan Creek Parkway and University Avenue Intersection Improvements, Phase 1.
- e) Acceptance of Public Improvements:
 - 1. Christ Church Lot 1, Sanitary Sewer
 - 2. Platinum Point Townhomes- on S. 88th St.
- f) Bidding and Award of Contract:
 - 1. South 60th Street Improvements, Phase 2
 - 2. 9th Street Storm Sewer Rehabilitation
 - 3. Grand Avenue Siphon Replacement Project

Staff Updates:

The meeting was adjourned at 12:53 p.m. The next Public Services Council Committee meeting is scheduled for December 19, 2016.

Copies of handouts are available at Public Services upon request. A recording was made. Respectfully submitted by Jane Osmanson, Secretary.



**PUBLIC WORKS COUNCIL COMMITTEE MEETING
AGENDA**

Monday, December 5, 2016 – 11:30 AM

Location: West Des Moines City Hall – Training Room
4200 Mills Civic Parkway

1. Coachlight Drive (JCC)
2. Raccoon River Bank Stabilization (JMS)
3. Fence on Fairmeadows Park Storm Sewer Improvements (JMS)
4. City Tree ROW Maintenance Ordinance Updates (RBH)
5. Review of Public Works Items for Council Meeting (December 12, 2016)
6. Staff Updates
7. Other Matters

This agenda is created for planning purposes and is subject to change.

Any discussion, feedback or recommendation by Sub-committee member(s) should not be construed or understood to be an action or decision by or for the West Des Moines City Council.

All visitors to the Public Works Council Committee meetings are asked to sign in.

Thank you!

PUBLIC WORKS COUNCIL COMMITTEE MEETING
GUEST ATTENDANCE

Date:

Printed Name & Organization	Address / E-mail	Day time phone #	Topic
John Anthony	385 S. 83 rd St. WDM	515-208-0033	Coastlight

October 18, 2016

Dear Heritage Bend Resident,

Recently the City of West Des Moines City Council approved an update to a section of the City's Traffic Code to remove street parking on the section of Coachlight Drive between S. 83rd and S. 84th Streets. Coachlight Drive is classified as a Minor Collector street in the City's street system. This was the only segment of Coachlight Drive where parking has not been restricted since the neighborhood has been developed the past few years.

Based upon the street classification and the physical configuration of the street, the City's Traffic Safety Engineer felt that restricting parking on this segment of Coachlight Drive would improve driver visibility and increase the overall safety of the neighborhood. The parking could have been restricted when this short section of Coachlight was originally constructed, but the City elected to allow parking until the entire street segment was fully constructed from S. 81st to S. 88th Street.

The recent change to the traffic code has created some concern with some of the residents in the Heritage Bend neighborhood. Based on these concerns, the item was placed on the Public Works Council Committee for review and discussion. A resident of the neighborhood attended the meeting to discuss some of their viewpoints regarding why restricting the parking creates some challenges for residents in the area. The Committee members also reviewed a letter from another resident, signed by some additional neighbors, indicating their support for the City's decision to restrict parking on this segment of Coachlight Drive.

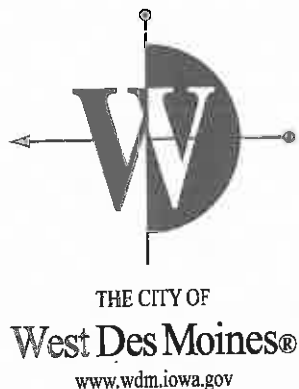
Based upon the opposing viewpoints and the fact that members of the neighborhood may not have been aware of this issue, the Committee determined that it would be in the best interest of the City to seek comments and input from residents impacted by this decision. The feedback will be analyzed and a summary of the responses will be reported back at a future Public Works Council Committee meeting. From there the City Council will need to decide whether the parking should continue to be restricted or restored.

If you would like to submit comments or ideas regarding this street parking issue, I would encourage you to contact Deputy Public Services Director Joe Cory. Mr. Cory is knowledgeable about the issues surrounding this matter and the overall City street system. You can contact Mr. Cory by e-mail at joe.cory@wdm.iowa.gov or call him during normal business hours at 222-3492.

Sincerely,



Bret Hodne
Public Services Director



Public Services

560 South 16th Street
P.O. Box 65320
West Des Moines, IA 50265-0320

Phone
515-222-3480

FAX
515-222-3478

E-mail
publicservices@wdm.iowa.gov

Item 2

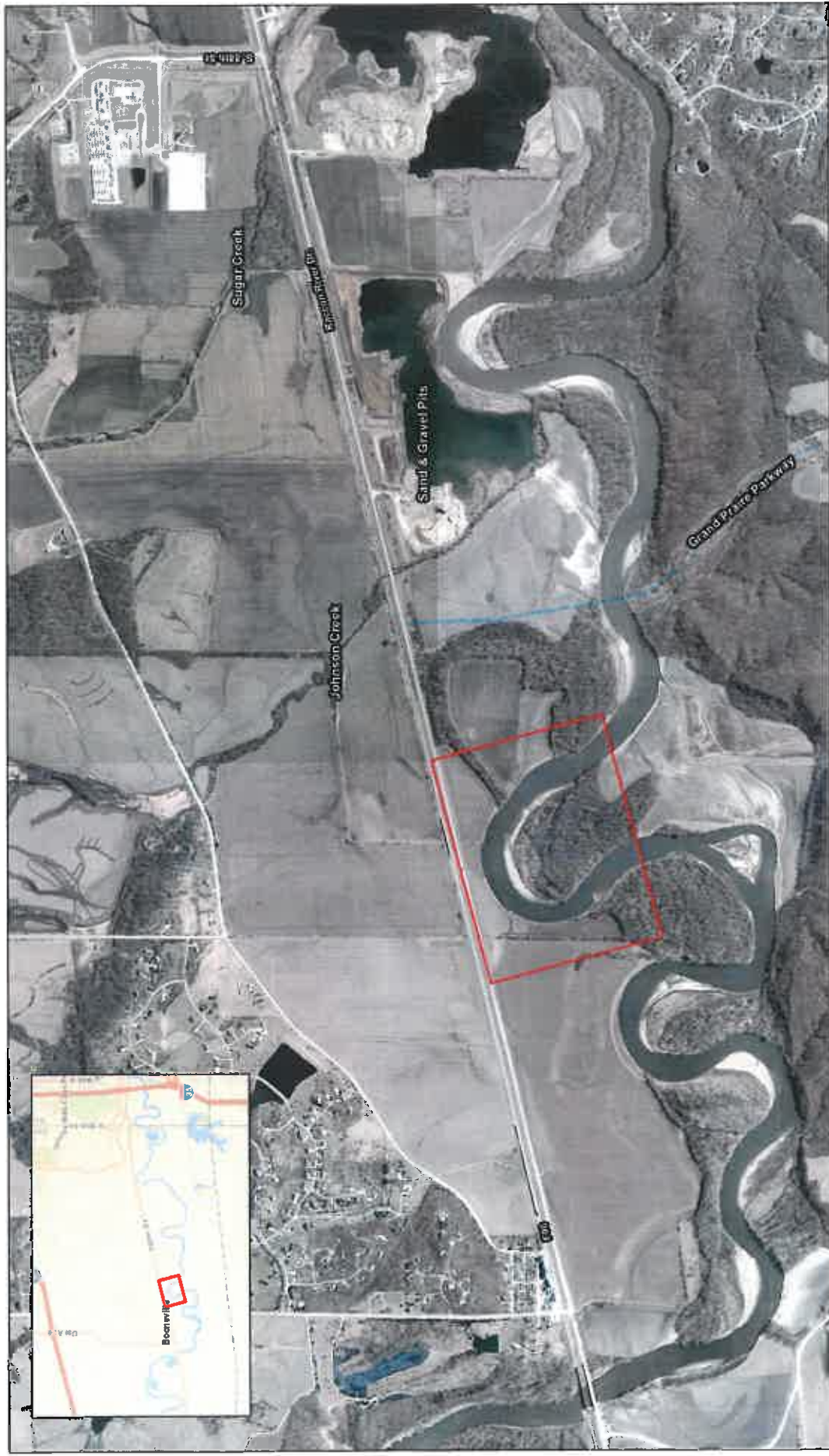


Figure 1
Raccoon River
Streambank Stabilization
Project Location



Legend
Project Boundary

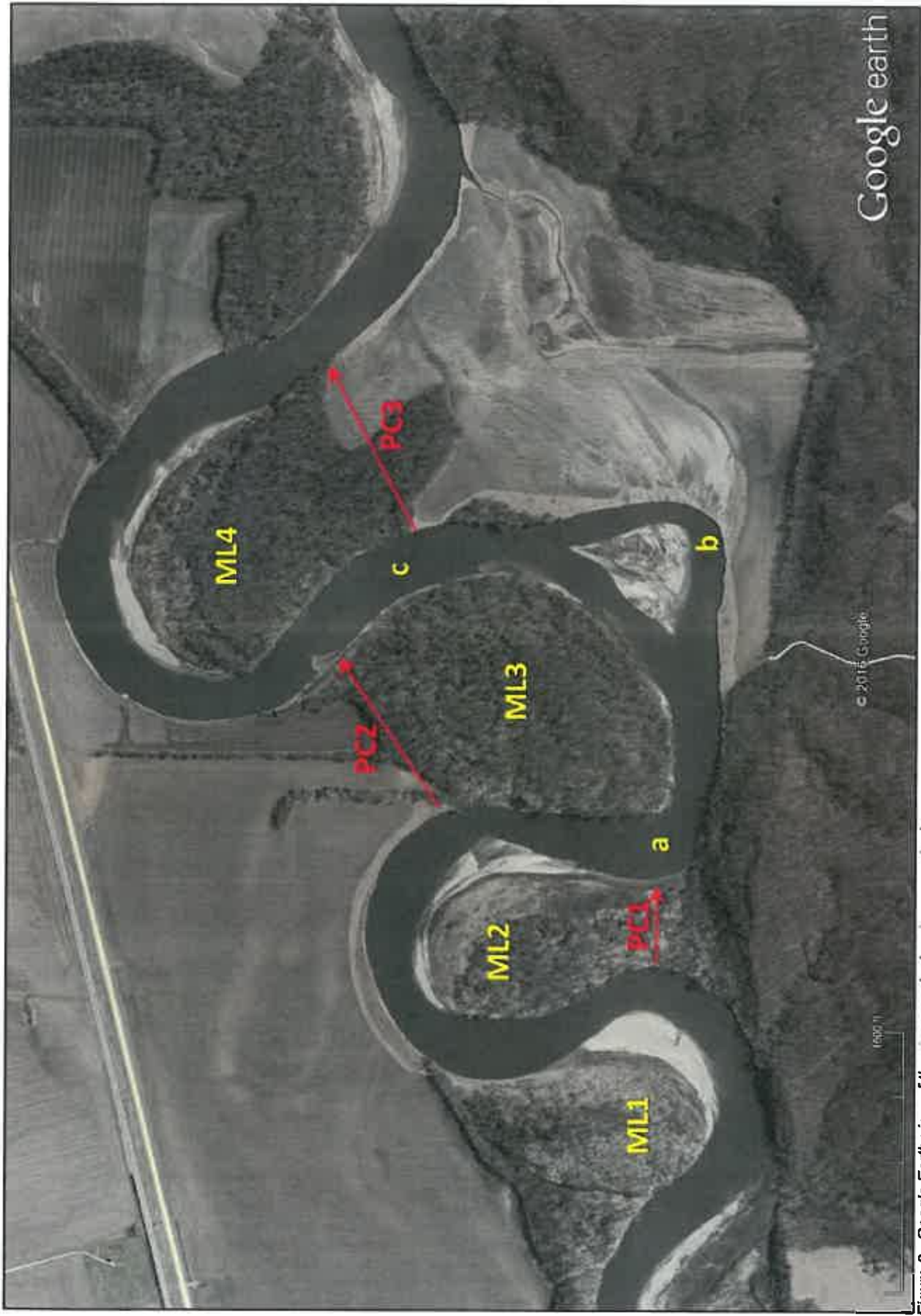


Figure 2. Google Earth view of the river reach showing meander loops.

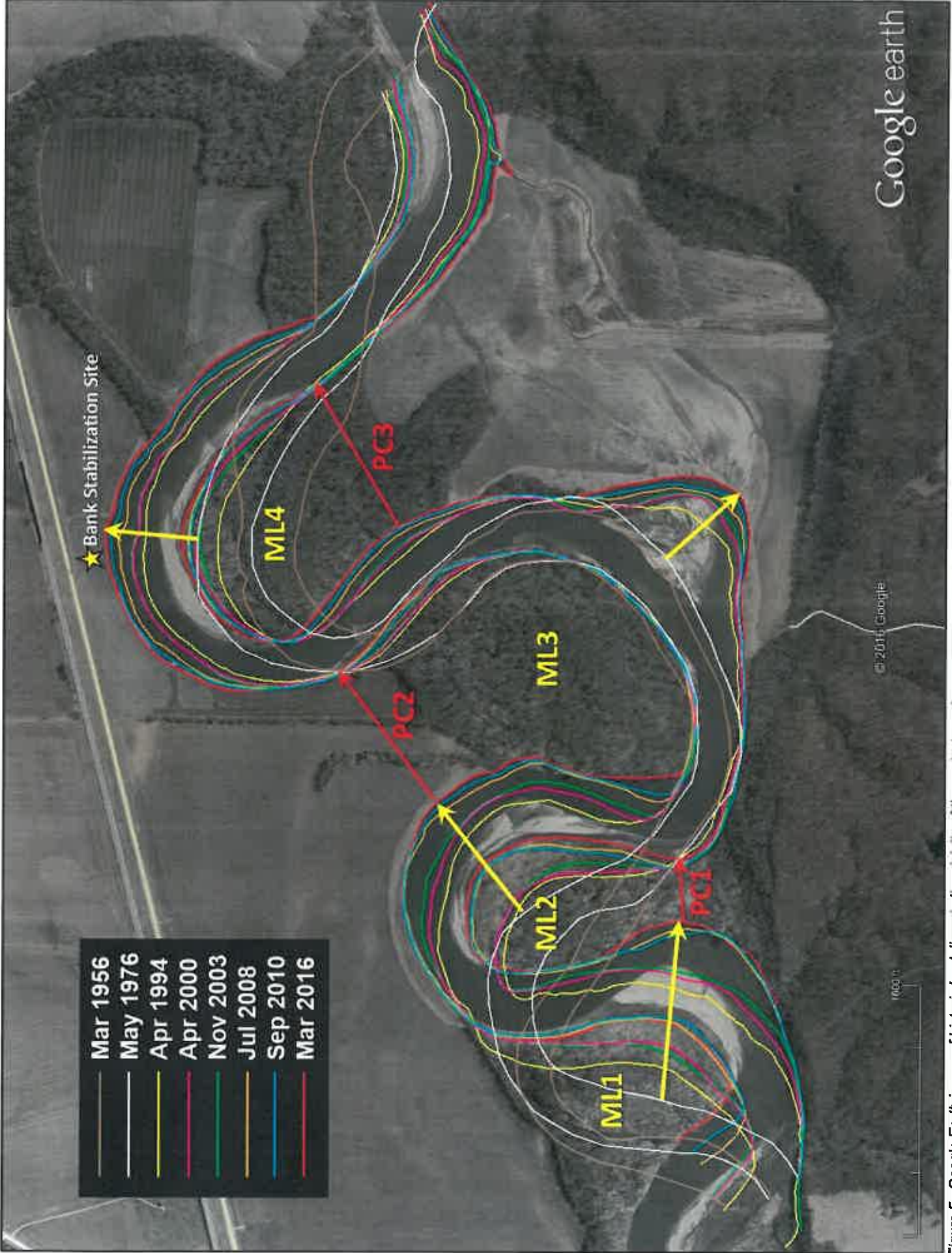


Figure 5. Google Earth image of historic bank lines in the vicinity of the project reach.

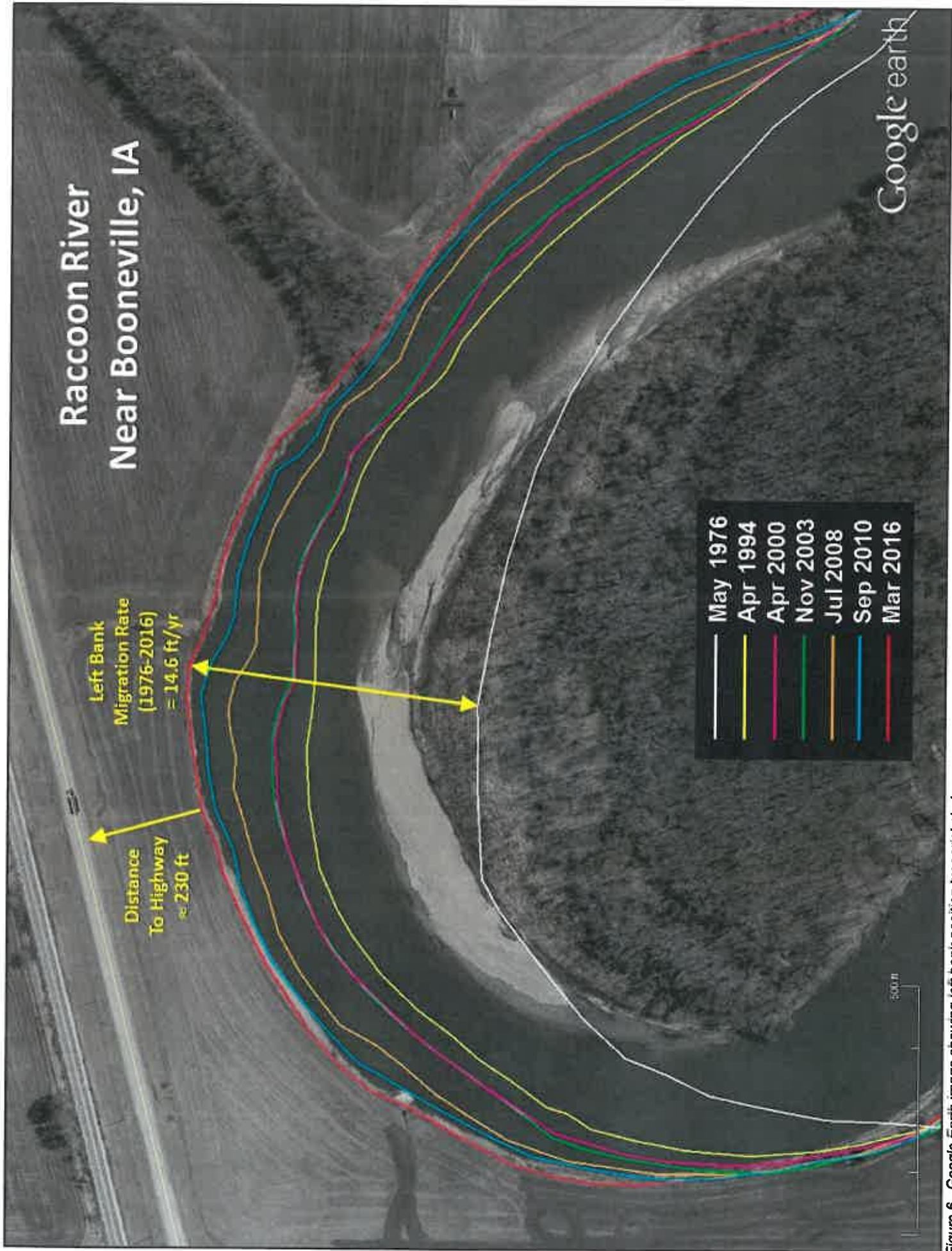


Figure 6. Google Earth image showing left bank position by aerial photo year.

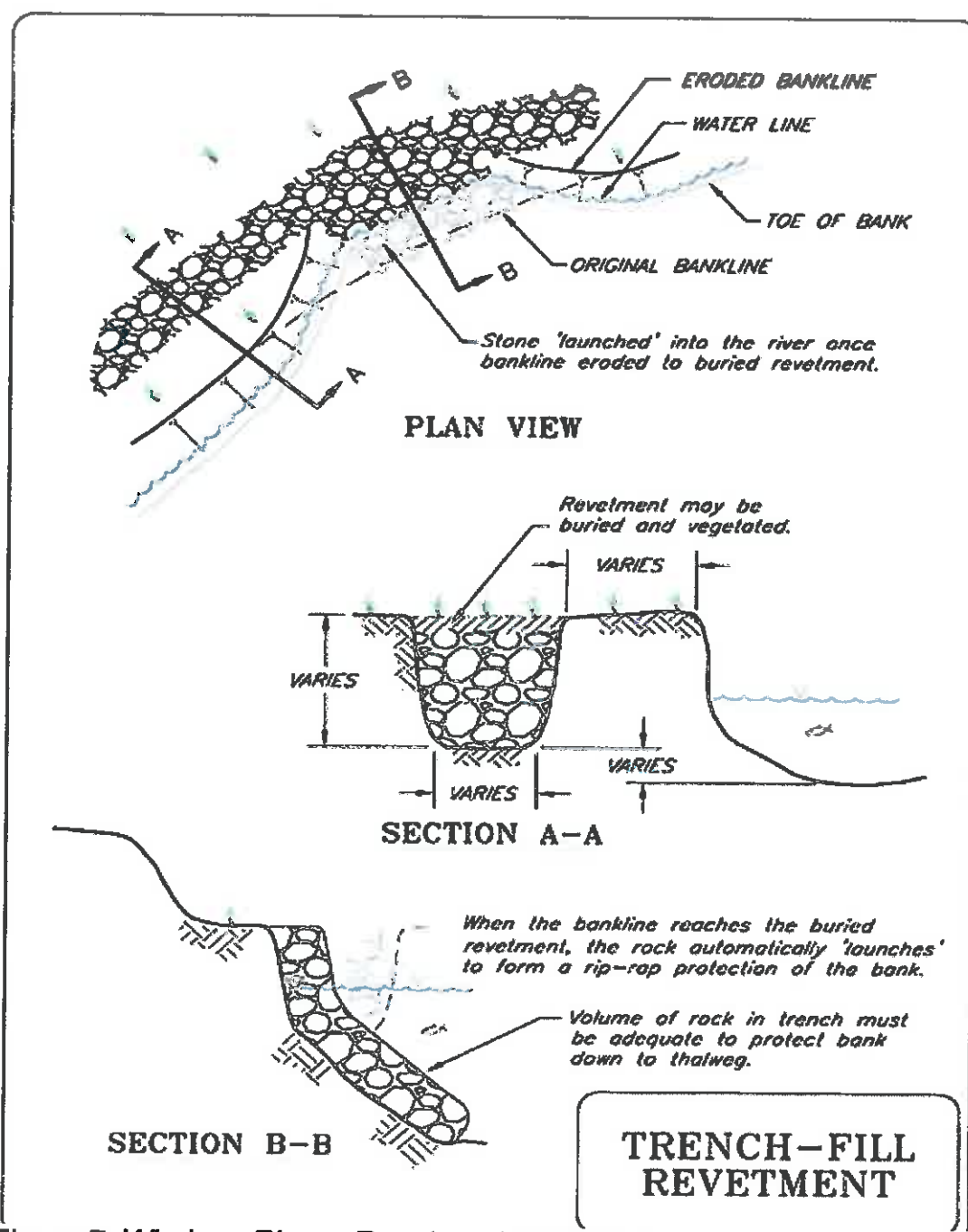


Figure 7. Windrow Riprap Revetment (McCullah and Grav. 2005)

Item 2



Raccoon River
Streambank Stabilization
Windrow Revetment

Legend
 Windrow Revetment



1 inch = 200 feet



OLSSON
ASSOCIATES

ENGINEER'S OPINION OF PROBABLE COST



Windrow Revetment

Client: City of West Des Moines
 Project: Raccoon River Bank Stabilization
 Project Number: 016-2757

Date: 10/14/2016

Item		Quantity	Unit	Unit Cost \$	TOTAL
1	Mobilization	1	LS	\$25,000	\$35,000
2	Clearing and Grubbing	1	LS	\$15,000	\$15,000
3	Erosion Control	1	LS	\$10,000	\$10,000
4	Construction Staking	1	LS	\$5,000	\$5,000
5	Access Road	1	LS	\$10,000	\$10,000
6	Common Excavation	4,700	CY	\$10	\$47,000
7	Class B Rock Revetment	4,700	CY	\$80	\$376,000
8	Native Seeding/Trees	3	AC	\$10,000	\$30,000
9	Mitigation (Potential)	0	LF	\$60	\$0
Sub-Total Stream Improvements					\$528,000
Contingency - 20%					\$105,600
Stream Stabilization Construction Costs					\$633,600
Survey, Design and Permitting - 15%					\$95,040
OPINION OF PROBABLE PROJECT COSTS					\$728,640

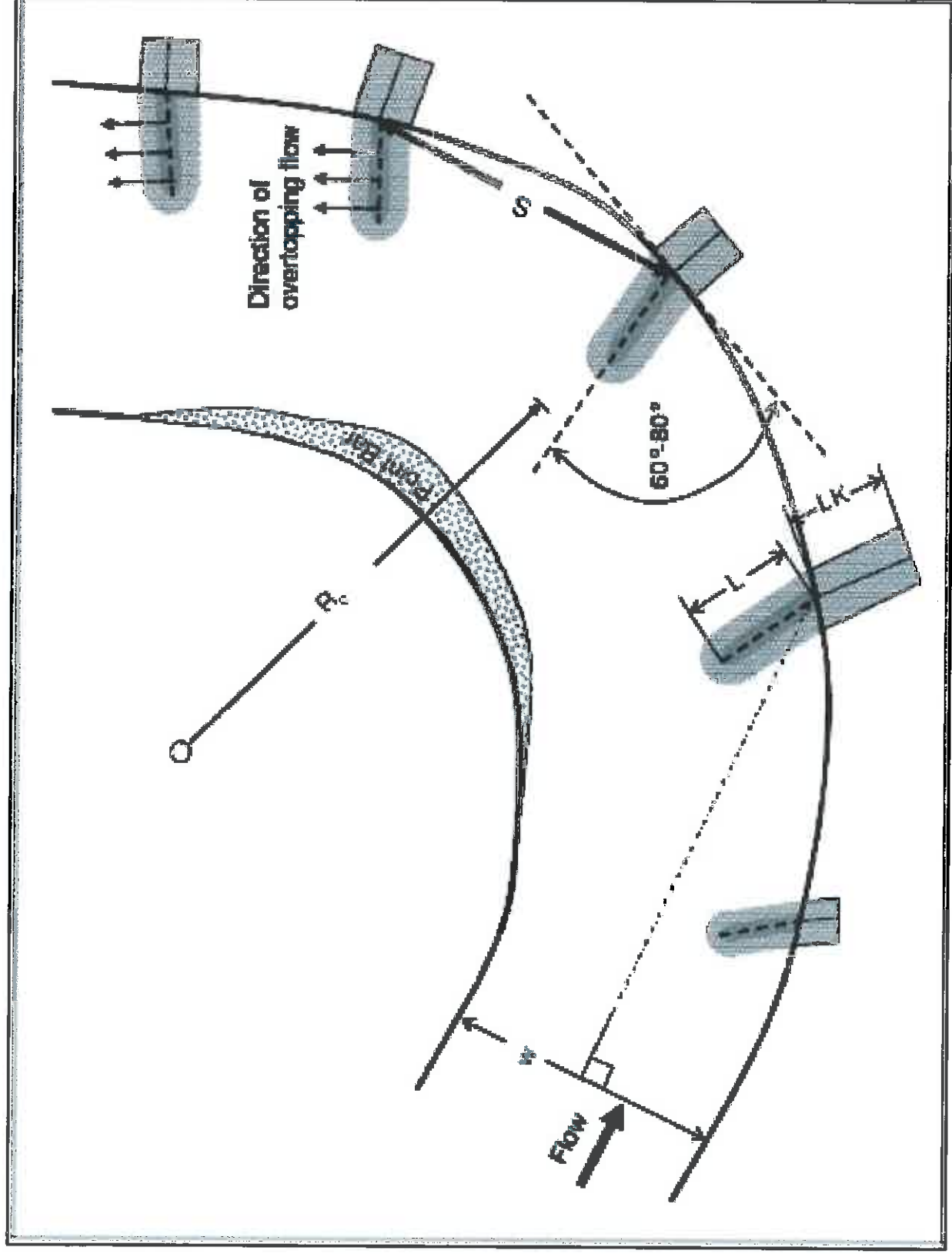


Figure 8. Plan view of Bendway Weirs (HEC 23, Vol 2 2009)

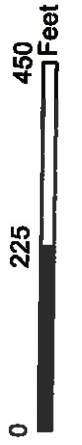
Item 2



Raccoon River
Streambank Stabilization
Bendway Weirs with Vegetation



1 inch = 225 feet



Legend

-  Bendway Weirs
-  Vegetation

ENGINEER'S OPINION OF PROBABLE COST



Bendway Weirs

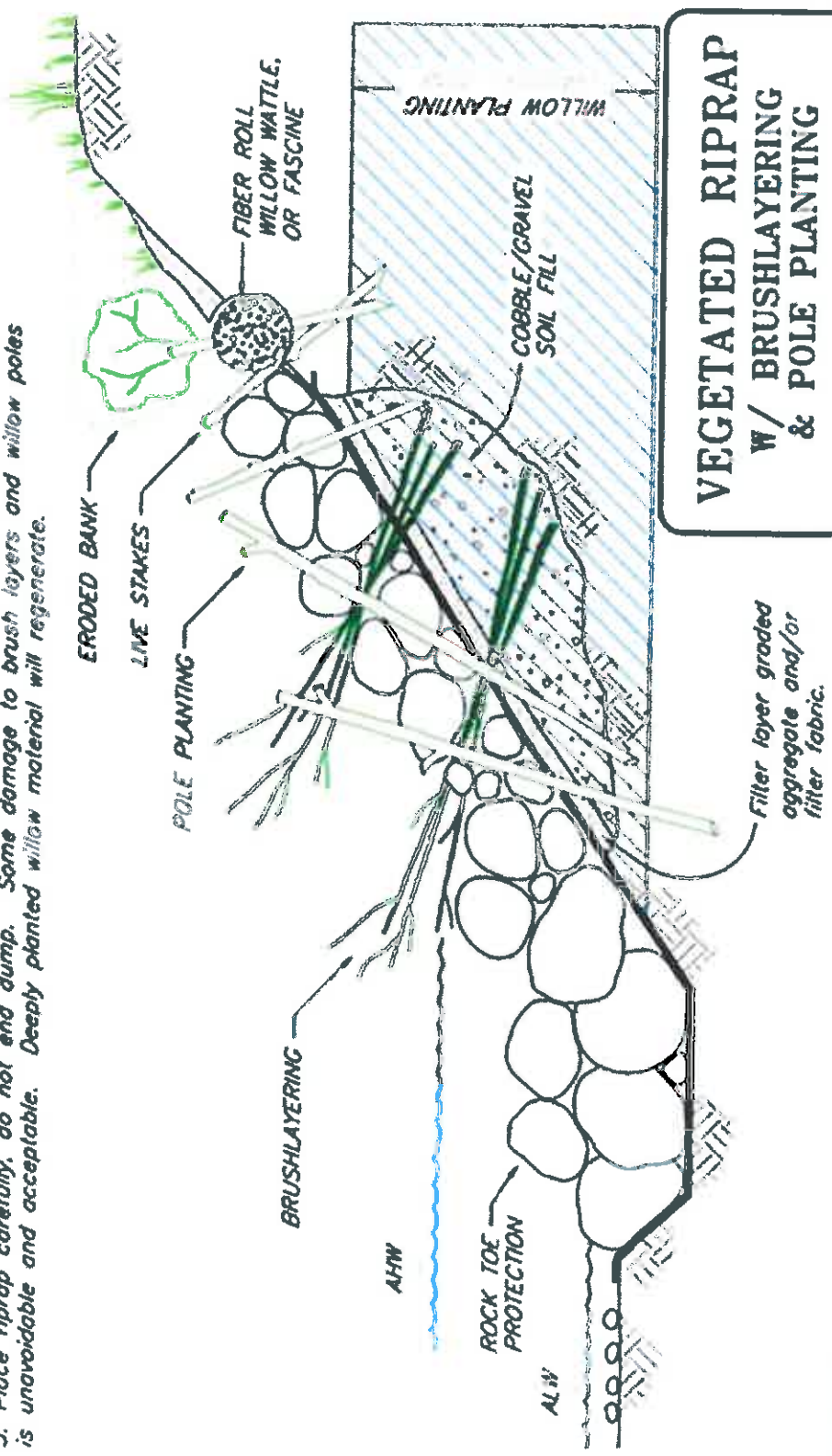
Client: City of West Des Moines
Project: Raccoon River Bank Stabilization
Project Number: 016-2757

Date: 10/14/2016

Item		Quantity	Unit	Unit Cost \$	TOTAL
1	Mobilization	1	LS	\$40,000	\$40,000
2	Clearing and Grubbing	1	LS	\$20,000	\$20,000
3	Erosion Control	1	LS	\$15,000	\$15,000
4	Construction Staking	1	LS	\$10,000	\$10,000
5	Access Road	1	LS	\$10,000	\$10,000
6	Common Excavation	5,000	CY	\$10	\$50,000
7	Class B Rock Revetment (assume 6 weirs)	4,200	CY	\$80	\$336,000
8	Native Seeding/Trees	7	AC	\$10,000	\$70,000
9	Mitigation (Potential)	3,000	LF	\$60	\$180,000
	Sub-Total Stream Improvements				\$731,000
	Contingency - 20%				\$146,200
	Stream Stabilization Construction Costs				\$877,200
	Survey, Design and Permitting - 15%				\$131,580
	OPINION OF PROBABLE PROJECT COSTS				\$1,008,780

NOTES:

1. Install willow pole planting and brushlayering during bank grading and riprap placement to ensure good contact with 'native ground' and/or soil fill.
2. Willow poles and brush layers should extend down into expected soil moisture zones (vadose).
3. Cut small holes or slits in filter fabric as necessary.
4. Place soil fill (cobbles, gravel, soil) around cuttings.
5. Place riprap carefully, do not end dump. Some damage to brush layers and willow poles is unavoidable and acceptable. Deeply planted willow material will regenerate.



2004 NCHRP

Figure 10. Partial bank riprap (NCHRP, 2005)

Item 2



Legend

- Riprap
- Vegetation

Raccoon River
Streambank Stabilization
Partial Bank Riprap with Vegetation

0 225 450 Feet

1 inch = 225 feet

N

OLSSON
ASSOCIATES



Client: City of West Des Moines
Project: Raccoon River Bank Stabilization
Project Number: 016-2757

Project Number:

OPINION OF PROBABLE PROJECT COSTS

Item 2



Legend

 Riprap

**Raccoon River
Streambank Stabilization
Full Bank Riprap**



1 inch = 225 feet

N

OLSSON
ASSOCIATES

ENGINEER'S OPINION OF PROBABLE COST



Full Bank Riprap Revetment

Client: City of West Des Moines
 Project: Raccoon River Bank Stabilization
 Project Number: 016-2757

Date: 10/14/2016

Item		Quantity	Unit	Unit Cost \$	TOTAL
1	Mobilization	1	LS	\$40,000	\$40,000
2	Clearing and Grubbing	1	LS	\$20,000	\$20,000
3	Erosion Control	1	LS	\$15,000	\$15,000
4	Construction Staking	1	LS	\$10,000	\$10,000
5	Access Road	1	LS	\$10,000	\$10,000
6	Common Excavation	19,000	CY	\$10	\$190,000
7	Class B Rock Revetment	12,000	CY	\$80	\$960,000
8	Native Seeding	7	AC	\$10,000	\$70,000
9	Mitigation (Potential)	3,000	LF	\$60	\$180,000
Sub-Total Stream Improvements					\$1,495,000
Contingency - 20%					\$299,000
Stream Stabilization Construction Costs					\$1,794,000
Survey, Design and Permitting - 15%					\$269,100
OPINION OF PROBABLE PROJECT COSTS					\$2,063,100

[illegible]

								<p>FAIRMEADOWS PARK STORM SEWER IMPROVEMENTS 05-10-055-2013 WEST DES MOINES, IOWA GRADING AND EROSION CONTROL PLAN</p>		<p>PROJECT NO. 011004</p>	
NO.	REVISION	BY	DATE	DESIGNED: PJS	CHECKED: JAV	SCALE: 1"=20'	SHEET NO.	F.01			
				DRAWN: JAV				AUGUST 2018			
				DRAWN: JAV							

Item 3



Item 3



Item 3





ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF WEST DES MOINES, IOWA, 2014, BY AMENDING TITLE 7, "PUBLIC WAYS AND PROPERTY", CHAPTER 10, "TREES AND SHRUBS", SECTION 7 "GENERAL STANDARDS"

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WEST DES MOINES, IOWA:

SECTION 1: Title 7, Chapter 10, Section 7 is hereby amended by deleting ~~strike through~~ text and adding underline text.

7-10-7: GENERAL STANDARDS:

Any person growing a tree, or shrub on private property, or growing a tree, shrub, garden, or other vegetative growth, or installing landscaping, structures, or other objects located within private property which encroaches upon the public right of way or that interferes with the vision triangle as provided in this code, or any person growing a public tree or shrub, shall comply with the following standards:

A. Maintenance: ~~Public trees~~ Trees or shrubs located ~~planted~~ within the public right of way ~~that extend over public streets or sidewalks, or that obstruct traffic signs or public utilities, shall be maintained by the city. Trees or shrubs planted on private property that extend over public streets or sidewalks, or obstruct traffic signs or public utilities, shall be maintained by owners of~~ abutting property in accordance with this section and the "City Forestry Standards of Practice and Specifications" at the cost of the property owner. Maintenance includes, but is not limited to, watering, fertilizing, insect and disease control, treatment, and pruning. The city reserves the right to perform maintenance of private or public trees or shrubs that are planted or extend into the public right of way without notice or compensation to the abutting property owner if the city forester determines that such maintenance is necessary to promote and protect the public health, safety, and general welfare. The city may perform maintenance of trees and shrubs located within the public right of way at the discretion of the city forester.

B. Pruning: Subject to the maintenance responsibility provisions cited above, trees ~~Trees or shrubs in the public right of way shall be properly pruned by the abutting property owner and trees or shrubs on private property shall be properly pruned by the property owner for the~~ purpose of preventing the following potentially hazardous situations: The obstruction of traffic signs; the obstruction of a clear view of street and alley intersections; the obstruction of the proper lighting of public streets and places; and the obstruction of public walks, trails, or streets. The minimum vertical clearance of trees and shrubs shall be fourteen feet (14') between the surface of a street and the lowest branch. The minimum vertical clearance shall be eight feet (8') between the surface of a sidewalk, trail, or other pedestrian way and the lowest branch. All pruning shall be done in accordance with the "City Forestry Standards of Practice and Specifications". ~~The city may perform pruning of public trees or shrubs at the discretion of the city forester.~~

C. Avoid Damage or Nuisance: The planting of trees, shrubs, gardens, or other vegetative growth, or the installation of landscaping, structures, or other objects on private property which would cause a public danger or nuisance shall be prohibited.

D. Street or Alley Intersection: The planting of trees, shrubs, gardens, or other vegetative growth, or the installation of landscaping, structures, or other objects on corner lots or lots adjacent to an alley within the area bounded by street or alley lines of such lots and a line joining points along said street or alley lines twenty five feet (25') from the point of intersection of the public right of way lines, defined in this code as the "vision triangle", shall be limited to trees, shrubs, gardens, and other vegetative growth, and landscaping, structures, and other objects located within this area that shall not exceed two feet (2') in height, and the lowest branches of any trees planted outside of this area, but the branches of such trees that extend within this area, must be a minimum of ten feet (10') in height. Height shall be measured from the curb elevation and trees, shrubs, gardens, and other vegetative growth must be pruned or maintained to comply with these height restrictions to create an unobstructed view of the intersection between heights of two feet (2') and ten feet (10') above the curb elevation. Notwithstanding these height restrictions, no trees, shrubs, gardens, or other vegetative growth shall be planted within the vision triangle that create or constitute a vision obstruction to vehicular, bicycle, or pedestrian traffic. Similarly, no landscaping, structures, or other objects shall be placed within the vision triangle that create or constitute a vision obstruction to vehicular, bicycle, or pedestrian traffic. The city shall have sole discretion to determine whether a vision obstruction exists for vehicular, bicycle, and pedestrian traffic. There shall be no compensation by the city to the affected property owner for any damage to or removal of any trees, shrubs, gardens, or other vegetative growth, or any damage to or removal of landscaping, structures, or other objects, encroaching upon the public right of way or that interferes with the "vision triangle" as defined in this code.

E. Dead, Diseased, or Insect Ridden Trees or Shrubs: Dead, diseased, or insect ridden trees or shrubs shall be subject to the following conditions:

1. Public Trees or Shrubs: The city forester shall coordinate treatment or removal of any public tree or shrub which is so hazardous, diseased or insect ridden as to be deemed a nuisance and constitutes a hazard to other trees or shrubs or the public safety. Public trees that are at risk of becoming diseased or insect ridden may be treated or preemptively removed by the city as part of a management plan approved by the city council. Trees in the public right of way not identified for treatment by the city and not deemed a nuisance or a hazard may be treated by the abutting property owner with an approved permit.

2. Trees or Shrubs Located within Private Property: The code enforcement officer shall provide written notice to be served on a property owner by personal service, or by certified mail with return receipt requested and regular mail, requiring the treatment or removal within fourteen (14) calendar days of notification of any trees or shrubs located within private property which are dead, diseased or insect ridden so as to be deemed a nuisance and constitute a hazard to public trees or shrubs, other trees or shrubs on private property, or public safety. Such removal, pruning, or treatment as required by provisions of this section shall be subject to the applicable "City Forestry Standards of Practice and Specifications".

F. Prohibited Trees: Trees prohibited from being planted within public property shall be identified by the city forester and included on an official list. Copies of this list shall be made

available at city offices and on the city website.

G. Appropriate Trees: Any tree planted in the public right of way must first meet all requirements listed in the city's tree planting permit. Trees appropriate to be planted within the public right of way are those listed in the most recent edition of Iowa State University's extension bulletin Pm-1429e "Street Trees" and Pm-1429d "Low-Growing Trees For Urban And Rural Iowa". Copies of these lists are available at city offices and through the Polk County extension office. Other trees or shrubs not listed within these publications, but not prohibited, may be reviewed and approved at the discretion of the city forester.

SECTION 2. REPEALER. All Ordinances or parts of Ordinances in conflict with the provision of this Ordinance are hereby repealed.

SECTION 3. SAVINGS CLAUSE. If any section, provision, sentence, clause, phrase, or part of this Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any provision, section, subsection, sentence, clause, phrase, or part hereof not adjudged invalid or unconstitutional.

SECTION 4. EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after its passage, adoption, and publication as required by law.

PASSED AND APPROVED this ____ day of _____, 2016.

Steven K. Gaer, Mayor

ATTEST:

Ryan T. Jacobson, City Clerk

Osmanson, Jane

From: Pinegar, Kimberly
Sent: Friday, December 02, 2016 10:03 AM
To: Osmanson, Jane
Subject: FW: West Des Moines, IA: Public Works Council Committee Meeting

Here is the notification email for the meeting.

Kim Pinegar

Secretary
West Des Moines Public Works
Office: 515-222-3546
Fax: 515-222-3478
kimberly.pinegar@wdm.iowa.gov

From: West Des Moines, IA [mailto:webmaster@wdm.iowa.gov]
Sent: Friday, December 02, 2016 8:59 AM
To: Pinegar, Kimberly <Kimberly.Pinegar@wdm.iowa.gov>
Subject: West Des Moines, IA: Public Works Council Committee Meeting

Public Works Council Committee Meeting

- **Date:** 12/05/2016 11:30 AM - 1:30 PM
- **Location:** West Des Moines City Hall - Training Room
4200 Mills Civic Parkway
West Des Moines, Iowa 50265
- **Agenda:** 12.5.16 PSCC Agenda

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